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ABSTRACT

This pamphlet is about effective communication and helping citizens make use of every available way to "send them a message." Highlighted are tips on making personal visits to members of Congress and their staff, placing telephone calls and writing effective letters. There is a directory of telephone numbers and addresses to contact the Senate, House, and other government officials with questions, comments, and opinions. The advice/tips information occupies pages 1-8; the highly transitory directory information occupies pages 9-35. (EH)

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Tell It To Washington

League of Women Voters

March, 1995

SO 026 062

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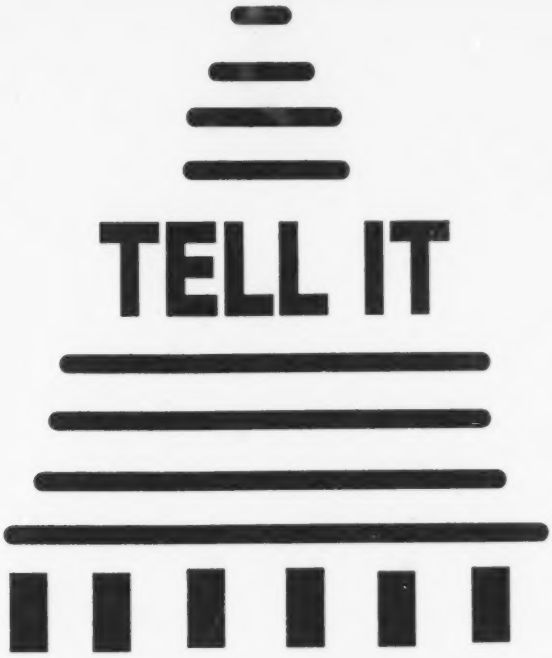

TELL IT TO WASHINGTON

A Guide for
Citizen Action
Including Congressional
Directory 1995-1996

League of Women Voters
Education Fund

Tell It To Washington

Have you ever gotten angry about an action taken by Congress or the President? Have you ever wanted to "sound off" to your elected officials or civil servants? More and more citizens are no longer content to confine their complaints to radio talk shows or to neighbors. They are exercising their right and responsibility to get involved in the political process.

Although far too many are still not even bothering to vote, citizens are beginning to realize that making their voices heard in Washington is both effective and easy to do. They know that elected officials are very sensitive to the views of their constituents—especially to those who are thoughtful and articulate. In short, it pays to be a loudmouth, if you get your message across effectively.

That's what this pamphlet is all about—effective communication—helping citizens make use of every available way to "send them a message." Highlighted are tips on making personal visits to your members of Congress and their staff, placing telephone calls and writing effective letters.

Why bother?

Constituents are the most important people in a representative's or senator's life. Their very existence as members of Congress rests upon their ability to take the "pulse" back home—and this is especially true of members of the House, who must run for reelection every two years. They rely upon you and your willingness to let them know your views.

Letter writing is the most common way people communicate with their elected officials, and it is remarkably effective. Even so, you may wish to consider other kinds of contact. The personal visit, for instance, is an option that is often overlooked, but just one visit with your representative can have an impact and will, at the same time, pave the way for future communication. Telegrams and mailgrams*, short and precise, work well too. One visit, phone call, letter or telegram may not always accomplish your goal, but your opinion does make a difference.

*You can send a 20-word telegram called a Personal Opinion Message (P.O.M.) to the President or a member of Congress from anywhere in the United States for $9.95. Name and address are not counted unless there are additional signers. In many states, these same rates apply to messages sent to your governor and state legislators. Check with your Western Union office for rates in your state. Mailgrams cost $18.95 for the first 50 words, which includes the name, address, message and signature. Each additional 50 words or less is an additional $8.00. In some areas, special discount rates are available for multiple Mailgrams and P.O.M.'s. Check with Western Union.

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Whatever technique you choose, the most important thing is to do it. The first contact can be the beginning of a long and fruitful relationship with your elected representatives. It can bring you the satisfaction of firsthand involvement in the political process. Even if you rarely agree on issues, representatives in Congress should know what their constituents think.

More is better

Of course, lobbying is most effective in the plural. It pays to include friends and like-minded citizens in your efforts. Try to stimulate as many people as possible to write or attend your meeting with your members of Congress. Persuade community leaders and civic groups as well as a cross-section of the district constituency to support your views.

The executive branch

Depending on the nature of the issue, the President or a cabinet member may be a more appropriate person than your congressional representatives to receive your communication. For example, many domestic and foreign policy decisions are made by presidential advisors or in executive branch agencies. Let them know what you think. Sometimes you may see an article in the newspaper indicating that a special committee or commission is being set up to study welfare reform, energy conservation or revision of the penal code. Write. If they have announced that they are having field hearings, invite them to your home town.

If you have been involved in local government or have worked in any depth in a specific area, such as sex discrimination or environmental issues, you are already familiar with that executive branch law-making device known as federal regulations.

Although the Constitution says that Congress is to write the laws and the executive branch is to implement them, the line between the two has become blurred. In fact, legislative proposals are often initially formulated in the executive branch for presentation to Congress.

Agencies have become increasingly interpretive. The regulations they write can make or break a law—and so can the enforcement policy. Citizens need to pay as much attention during this phase as during the law-making process. The critical times to state your views are right after a bill has passed, in the initial drafting of new regulations to implement the law or when an agency announces that existing regulations are being revised. Contact the appropriate agency directly. A good source of information on executive-branch activity within each department or agency is the Congressional Liaison Office, the Office of Public Affairs or Public Information.

Effective communication

Know the issues

You will already know something about a particular issue when you decide to contact your representative or senators, but you may wish to line up more facts to back up your point of view. Whether you are supporting or opposing a piece of legislation, clear, reasonable expressions of your opinion will get priority treatment on the Hill. Avoid excessive documentation. It won't be read. Try to make your point in one or two pages.

Know your representative and senators

The more you know about those you elect to represent you, the easier it is to communicate effectively. There are many sources of information.

One good source is your local newspaper. If the paper prints voting records, clip them along with other stories on your senators and representative.

Many members of Congress publish newsletters to keep their constituents aware of their activities. Items in these newsletters frequently provide excellent sources of ideas for comment. Ask to be added to the mailing lists.

A variety of public interest groups produce legislative newsletters, too. You might subscribe to those concentrating on programs or issues that interest you*.

You should also know on which committees your elected representatives serve. Most senators and representatives specialize in the issues that come before their committees. There are 38 legislative standing committees—16 in the Senate and 22 in the House—as well as numerous task forces and select and joint committees. These committees break down into more than 200 subcommittees (committee assignments and a list of subcommittees are listed in the back of this publication). In most cases, the basic legislation is written by a subcommittee before it is submitted to the full committee.

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*The League of Women Voters League Action Service informs subscribers when the time has come for concerted action on pending legislation. The service includes League ActionLine, a weekend recorded message with up-to-the minute events in Congress on selected League issues and action League members should take. The telephone number for ActionLine is 202/429-1965.

If your representative or either of your senators is the chair or ranking member of a committee or subcommittee, those positions give them—and you—added leverage. If your representative or senators are not a member of a committee that has jurisdiction over an item of particular interest, contact the committee chair.

Know the legislative process

A piece of legislation can go through as many as 25 steps before it becomes fully operative. Legislation begins in a congressional subcommittee or a full committee. The time to contact members of a committee is when legislation is about to come before that committee. Another key time occurs when a bill is about to come before the full Senate or House. You should contact both your senators if it is a Senate bill, and your representative if it is a House bill. To obtain a copy of a bill, contact your representative or senator's district office. Moreover, any legislation that requires federal funding must go through two processes: authorization and appropriation. The first without the second is meaningless. If only limited funds are appropriated, or if executive agencies cut back on availability of funds appropriated by Congress, a program can be so restricted that it really can't get off the ground.

Know the budget process

Congress plays a key role in formulating the federal budget. Its budget resolution is a major statement of congressional budget philosophy and intent. Understanding the budget process enables citizens to know when to contact members of Congress about national spending priorities.

Both houses of Congress have budget committees to consider various budget alternatives, including the President's budget recommendation. By April 15, they report to the House and Senate the budget resolution recommending totals for spending, new budget authority, revenues, the allowable deficit and the level of the public debt for the upcoming fiscal year. The resolution also contains reconciliation instructions to congressional committees to bring their decisions into line with the spending and revenue levels in the budget resolution. Reconciliation takes place by June 15. Authorizations and appropriations for federal programs follow until the new fiscal year begins on October 1. Deadlines in the budget process are not always met by Congress.

The personal visit

One very effective way of getting your message across is to make a personal visit to your member of Congress. All members operate an office in their districts and some have more than one. Most members plan well in advance to be in their districts on certain dates. Some members make the trip every weekend. They want to keep in touch with you, the voter, and what better way than a personal meeting? Call the district office for an appointment.

If business or vacation brings you to Washington, be sure to stop in your member's Hill office. Even if your representative is not available, staffers are always glad to meet constituents. Legislative staffers often know more about a subject than the senator or representative; they brief the member, write floor statements and draft amendments. Establish regular ongoing contact with the legislative staffs and your member—both at the district level and in Washington. Be sure to follow up your contact with them; hold your representatives accountable to any commitments or promises they make in speeches or letters.

You may find you know more about a particular issue than either the member or staffer. This is especially likely if the member is not on a committee that is handling the issue. Their lack of information should not be taken as ignorance or insensitivity but rather as an indication of the breadth and complexity of the issues before Congress. In this instance, you can brief them, thus providing them with valuable information and reminding them that there are knowledgeable, articulate constituents in the district.

The telephone call

A telephone call to members of Congress can be a very effective action tool. Be sure to be well prepared and well informed, and place your call at a strategic time: just before a vote, for instance. If you have written or visited with the representative, remind him or her of that previous contact. If the member is not available, speaking with the legislative assistant for that issue is also effective. Members' phone numbers are listed later in this publication.

Telegrams, mailgrams, form letters

Form letters are the least effective way to communicate with Washington, but when used as a follow-up to previous contacts they can be quite useful in underlining your opinion. As with phone calls, they are most helpful if sent at strategic times. Volume is also important, so persuade as many people as possible to join you in sending a telegram or form letter.

The letter

The letter is still the most widely used form of communication. Delivered by the truckload to congressional offices, the mail is a major focal point for the legislator and his or her staff. More and more letters arrive by fax, especially when time is tight. Members' fax numbers are listed later in this publication. Each letter is read and answered, and the amount of mail on a particular piece of legislation frequently helps determine the representative's approach to an issue. In fact, some members use their "mail count" on a bill as the sole determinant when voting.

Your letter may be answered with a form letter, particularly if you have written on an issue that has generated many other letters. However, whether you receive a form letter, or a handwritten response from your representative, the important thing is that your communication has been received and noted. If you are writing to a committee member, you may wish to write to your member on the same subject. Originals are best by far, but if time is short, a copy will do with a short, personal note attached.

E-mail

More and more members of Congress are accessible by electronic mail, or "e-mail." An updated list of House members is available on the House's "Gopher" system. From the Internet, type gopher gopher.house.gov. At the menu of options, take (2) congressional information. Next pick (3) general information, then (2) House e-mail addresses. (On some systems, you might be given the e-mail option on the main menu.) Or ask your senators and representative if they have e-mail addresses.

A wide range of information about U.S. laws and lawmakers also is available through a new Library of Congress system called "Thomas." At your prompt, type "lynx" then "g" (for go) then the e-mail address for Thomas:http://thomas.loc.gov.

Recommended approaches to letter writing

It's easy to write a good letter when your senators or representative are in agreement with you on a basic issue:

Dear Mr. Smith.

I was pleased to read in the Congressional Record that you gave a speech on the need to protect air quality standards at the same time we seek more efficient energy consumption and conservation. I hope your speech means that you will support passage of the Clean Air Act....

It is always useful to relate local needs to national legislation. If you have first-hand knowledge of what is happening in your community, include comments in your letter:

I strongly urge you to oppose any federal moves to curtail the availability of student loans. As a sophomore at State University, I know many students who would not be able to continue with their education if student loans were no longer available....

It is helpful to indicate your familiarity with the member's past actions on an issue, particularly if you are trying to change his or her mind:

I know that you have had serious doubts about the effectiveness of the United Nations and have voted against U. S. funding. However, in recognition of the need for cooperation among nations in an interdependent world, I hope you will reconsider your stand and support action to strengthen the United Nations....

The fundamental do's

DO address your senator or representative properly.

DO write legibly. Handwritten letters are fine if they are readable.

DO be brief and to the point. Discuss only one issue in each letter. Quality is more important than quantity.

DO identify a bill by number or title if you can. This helps your representative or senator's staff know which bill you are referring to if there are multiple bills on the same issue.

DO identify yourself. Indicate the state, congressional district, city or county in which you are a voter. If you have family, business or political connections related to the issue, explain them. They may serve as identification when your point of view is considered.

DO be courteous and reasonable.

DO feel free to write if you have a question or problem dealing with procedures of government departments. Congressional offices can often help you cut through red tape or give you advice that will save you time and wasted effort.

DO write to say you approve, not just to complain or oppose. Public officials hear mostly from constituents who oppose their actions. A barrage of criticism gives them a one-sided picture of their constituencies. A note of appreciation will make your senator or representative remember you favorably next time you write.

DO include pertinent editorials from local papers.

DO write early in the session before a bill has been introduced if you have ideas about an issue you would like to see incorporated in legislation. If your senator or representative is a member of the committee to which it has been referred, write when the committee begins hearings. If he or she is not a member of the committee handling the bill, write just before the bill comes to the floor for debate and vote.

DO write the chair or members of a committee holding hearings on legislation in which you are interested, if you have facts you think should influence his or her thinking. If the chair is not from your state or district, write your own representative or senators, since it is with them that you as a constituent have more influence.

The fundamental don'ts

DON'T begin on the righteous note of "As a citizen and taxpayer....." Your elected representatives assume you are a citizen, they know we all pay taxes.

DON'T apologize for taking his or her time. If you are brief and to the point, he or she is glad to hear from you.

DON'T say "I hope this gets by your secretary." This only irritates the staff.

DON'T be rude or threatening. It will get you nowhere.

DON'T be vague. Some letters received in congressional offices are couched in such general terms that it leaves the senator or representative and staff wondering what the writer had in mind.

DON'T write to a member from another district or state just because you disagree politically with your senators or representative. Congressional courtesy calls for the recipient of such a letter to forward it to the member from the appropriate district or state.

Correct address, salutation and closing for letters

(Except for the President, the following letters are closed with "Sincerely yours,".)

President
The President
The White House
Washington, DC 20500

Dear Mr. President:

Very respectfully yours,

Vice-President
The Vice-President
The White House
Washington, DC 20500

Dear Mr. Vice-President:

Senator
The Honorable John Glenn
United States Senate
Washington, DC 20510

Dear Senator Glenn:

Representative
The Honorable Marge Roukema
House of Representatives
Washington, DC 20515

Dear Ms. Roukema:

Member of the Cabinet
The Honorable Donna Shalala
The Secretary of Health and Human Services
Washington, DC 20201

Dear Madam Secretary:

Addresses and telephone numbers in Washington

Capitol: The office of any member of Congress and all committees and subcommittees can be reached through this number: 202/224-3121.

Legislative Status Office: Information available includes status of legislation in House and Senate, dates of committee hearings. 202/225-1772.

White House: 202/456-1414.
President Clinton's e-mail address: President@whitehouse.gov
Vice President Gore's e-mail address:
Vice.President@whitehouse.gov

Resources

The **Congressional Directory** is an invaluable source of information about members of Congress and their staffs. It is published annually and is available from libraries or the Government Printing Office (GPO).

The **Congressional Record** is a daily record of floor activity in Congress. It includes bills introduced, bills reported out of committees, hearing schedules. It is available from libraries or the GPO.

The **Federal Register** contains notices of executive branch and regulatory agency meetings and rulemaking, proposed regulations, information on hearings, comment periods, contacts for additional information, final regulations and effective dates. It is published daily and available from libraries or the GPO.

The **United States Government Manual** includes short descriptions of government departments and agencies, agency phone numbers and addresses. It is published annually and is available from libraries or the GPO.

To order documents from the Government Printing Office:
Superintendent of Documents
U.S. Government Printing Office
Washington, DC 20402
202/783-3238

Cabinet Secretaries
Addresses and Phone Numbers

Agriculture - 14th St. & Independence Ave., SW, Washington, DC 20250
Dan Glickman (pending confirmation) ..... (202)720-3631
Commerce -15th St. & Constitution Ave., NW, Washington, DC 20230
Ronald Brown ..... (202) 482-2112
Defense - The Pentagon, Washington, DC 20301
William Perry ..... (703) 695-5261
Education - 400 Maryland Avenue, SW, Washington, DC 20202
Richard Riley ..... (202) 401-3000
Energy - 1000 Independence Avenue, SW, Washington, DC 20585
Hazel O'Leary ..... (202) 586-6210
Health & Human Services - 200 Independence Ave., SW,
Washington, DC 20201
Donna Shalala ..... (202) 690-7000
Housing & Urban Development - 451 7th St., SW, Washington, DC 20410
Henry Cisneros ..... (202) 708-0417
Interior - 1849 C Street, NW, Washington, DC 20240
Bruce Babbit ..... (202) 208-7351
Justice - Constitution Ave. & 10th St., NW, Washington, DC 20530
Janet Reno (Attorney General) ..... (202) 514-2001
Labor - 200 Constitution Avenue, NW, Washington, DC 20210
Robert Reich ..... (202) 219-8271
State - 2201 C Street, NW, Washington, DC 20520
Warren Christopher ..... (202) 647-5298
Transportation - 400 7th Street, SW, Washington, DC 20590
Federico Peña ..... (202) 366-1111
Treasury - 15th St. & Pennsylvania Ave., NW, Washington, DC 20220
Robert E. Rubin ..... (202) 622-5300
Veterans' Affairs - 810 Vermont Ave., NW, Washington, DC 20420
Jesse Brown ..... (202) 273-4800

Congressional Party Leaders

Senate

President of the Senate: Albert Gore, Vice President (224-8391)
President Pro Tempore: Strom Thurmond (R-SC) 5972
Majority Leader: Robert Dole (R-KS) 3135
Majority Whip: Trent Lott (R-MS) 2708
Minority Leader: Tom Daschle (D-SD) 5556
Minority Whip: Wendell Ford (D-KY) 2158

House

Speaker: Newt Gingrich (R-6th GA) (225-0600)
Majority Leader: Richard Armey (R-26th TX) 4000
Majority Whip: Tom Delay (R-22nd TX) 0197
Minority Leader: Richard Gephardt (D-3rd MO) 0100
Minority Whip: David Bonior (D-10th MI) 3130

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William H. Rehnquist

Associate Justices
John Paul Stevens
Sandra Day O'Connor
Antonin Scalia
Anthony Kennedy
David H. Souter
Clarence Thomas
Ruth Bader Ginsburg
Stephen Breyer

United States Supreme Court
Building
1 First Street, NE
Washington, DC 20543
202/479-3000

Members of the United States Senate and House of Representatives by States and Congressional District

Alabama

Senators: 224-

Howell Heflin (D) 4124
fax: 224-3149
Richard C. Shelby (R) 5744
fax: 224-3416

Representatives: 225-

Sonny Callahan (R-1st) 4931
fax 225-0562
Terry Everett (R-2nd) 2901
fax
Glen Browder (D-3rd) 3261
fax 225-9020
Tom Bevill (D-4th) 4876
fax 225-1604
Robert E. "Bud"
Cramer, Jr. (D-5th) 4801
fax 225-4392
Spencer Bachus (R-6th) 4921
fax 225-2082
Earl Hilliard (D-7th) 2665
fax 226-0772

Alaska

Senators: 224-

Ted Stevens (R) 3004
fax: 224-2354
Frank H. Murkowski (R) 6665
fax: 224-5301

Representative: 225-

Don Young (R-At Large) 5765
fax 225-0425

Arizona

Senators: 224-

John McCain (R) 2235
fax: 228-2862
Jon L. Kyl (R) 4521
fax: 224-2207

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Matt Salmon (R-1st) 2635
fax
Ed Pastor (D-2nd) 4065
fax: 225-1655
Bob Stump (R-3rd) 4576
fax: 225-6328
John Shadegg (R-4th) 3361
fax 225-3462
Jim Kolbe (R-5th) 2542
fax: 225-0378
J.D. Hayworth (R-6th) 2190
fax 225-3263

Arkansas

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Dale Bumpers (D) 4843
fax: 224-6435
David Pryor (D) 2353
fax: 228-3973

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Blanche Lambert
Lincoln (D-1st) 4076
fax: 225-4654
Ray Thornton (D-2nd) 2506
fax: 225-9273
Tim Hutchinson (R-3rd) 4301
fax: 226-1163
Jay Dickey (R-4th) 3772
fax: 225-1314

California

Senators: 224-

Dianne Feinstein (D) 3841
fax: 228-3954
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fax: ..... (415) 956-6701

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Frank Riggs (R-1st) 3311
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fax:
Vic Fazio (D-3rd) 5716
fax: 225-0354
John Doolittle (R-4th) 2511
fax: 225-5444
Robert T. Matsui (D-5th) 7163
fax: 225-0566
Lynn Woolsey (D-6th) 5161
fax: 225-5163
George Miller (D-7th) 2095
fax: 225-5609
Nancy Pelosi (D-8th) 4965
fax: 225-8259
Ronald V. Dellums (D-9th) 2661
fax: 225-9817
Bill Baker (R-10th) 1880
fax: 225-2150
Richard Pombo (R-11th) 1947
fax: 226-0861
Tom Lantos (D-12th) 3531
fax: 225-3127
Fortney "Pete" Stark (D-13th) . 5065
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William M. Thomas (R-21st) ... 2915
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Andrea Seastrand (R-22nd) 3601
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Joseph R. Biden, Jr. (D) 5042
fax: 224-0139

Representative: 225-

Michael Castle (R-At Large) 4165
fax: 225-2291

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Joe Scarborough (R-1st) 4136
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Jack Kingston (R-1st) 5831
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Sanford Bishop (D-2nd) 3631
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fax: 225-8216

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fax 225-3489

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Wendell H. Ford (D) 4343
fax: 224-0046
Mitch McConnell (R) 2541
fax: 224-2499

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fax: 225-3547
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fax: 225-2122

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J. Bennett Johnston (D) 5824
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John B. Breaux (D) 4623
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fax:	224-1946
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fax:	(207) 942-5907

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Bill Emerson (R-8th) 4404
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fax: 225-7834

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fax: 224-8594

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fax 226-0244

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J. James Exon (D) 4224
fax: 224-5213
J. Robert Kerrey (D) 6551
fax: 224-7645

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fax: 226-1148
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Bill Barrett (R-3rd) 6435
fax: 225-0207

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Harry Reid (D) 3542
fax: 224-7327
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fax: 224-1867

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fax: 225-3119
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fax: 225-2319

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Robert C. Smith (R) 2841
fax: 224-1353
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fax: 224-4952

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Charles Bass (R-2nd) 5206
fax: 225-2946

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fax: 225-4160
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Frelinghuysen (R-11th) 5034
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Richard A. Zimmer (R-12th) ... 5801
fax: 225-9181
Robert Menendez (D-13th) 7919
fax: 226-0792

New Mexico

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Pete V. Domenici (R) 6621
fax: 224-7371
Jeff Bingaman (D) 5521
fax: 224-2852

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Steven Schiff (R-1st) 6316
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Daniel Patrick Moynihan (D) ... 4451
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Alfonse M. D'Amato (R) 6542
fax: 224-5871

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Michael Forbes (R-1st) 3826
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Rick Lazio (R-2nd) 3335
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fax: 225-0519
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fax: 225-1512

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Kent Conrad (D) 2043
fax: 224-7776
Byron L. Dorgan (D) 2551
fax: 224-1193

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fax: 226-0893

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John Glenn (D) 3353
fax: 224-7983
Mike DeWine (R) 2315
fax: 224-6519

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Steve Chabot (R-1st) 2216
fax: 225-3012
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fax: 225-1992
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fax: 225-6766
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fax: 225-2266
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fax: 225-5278
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Ralph Regula (R-16th) 3876
fax: 225-3059
James A. Traficant, Jr. (D-17th) 5261
fax: 225-3719
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fax: 225-3394
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fax: 225-3307

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Don Nickles (R) 5754
fax: 224-6008
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fax: 228-0380

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Steve Largent (R-1st) 2211
fax: 225-9187
Tom Coburn (R-2nd) 2701
fax: 225-3038
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fax: 225-9029
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fax: 225-3512
Ernest Jim Istook (R-5th) 2132
fax: 226-1463
Frank D. Lucas (R-6th) 5565
fax: 225-8698

Oregon

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Mark O. Hatfield (R) 3753
fax: 224-0276
Bob Packwood (R) 5244
fax: 228-3576

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Elizabeth Furse (D-1st) 0855
fax: 225-9497
Wes Cooley (R-2nd) 6730
fax: 225-3046
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fax: 225-8941
Peter A. DeFazio (D-4th) 6416
fax: 225-0373
Jim Bunn (R-5th) 5711
fax: 225-2994

Pennsylvania

Senators 224-

Arlen Specter (R) 4254
fax: 224-1893
Rick Santorum (R) 6324
fax:

Representatives 225-

Thomas M. Foglietta (D-1st) ... 4731
fax: 225-0088
Chaka Fattah (D-2nd) 4001
fax: 225-3127
Robert A. Borski (D-3rd) 8251
fax: 225-4628
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fax: 225-2484
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fax: 225-8440
Michael Doyle (D-18th) 2135
fax 225-3084
William F. Goodling (R-19th) . 5836
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Claiborne Pell (D) 4642
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fax: 225-4417
Jack Reed (D-2nd) 2735
fax: 225-9580

South Carolina

Senators 224-

Strom Thurmond (R) 5972
fax: 224-1300
Ernest F. Hollings (D) 6121
fax: 224-4293

Representatives 225-

Mark Sanford, Jr. (R-1st) 3176
fax:
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fax: 225-3216
Bob Inglis (R-4th) 6030
fax: 226-1177
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fax: 225-2313

South Dakota

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Larry Pressler (R) 5842
fax:
Thomas A. Daschle (D) 2321
fax: 224-2047

Representative 225-

Tim Johnson (D-At Large) 2801
fax: 225-2427

Tennessee

Senators 224-

Fred Thompson (R) 4944
fax: 228-3678
Bill Frist (R) 3344
fax: 228-1264

Representatives 225-

James H. "Jim" Quillen (R-1st) 6356
fax: 225-7812
John J. Duncan, Jr. (R-2nd) 5435
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Van Hilleary (R-4th) 6831
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fax: 226-1035
Bart Gordon (D-6th) 4231
fax: 225-6887
Ed Bryant (R-7th) 2811
fax: 225-2814
John S. Tanner (D-8th) 4714
fax: 225-1765
Harold E. Ford (D-9th) 3265
fax: 225-9215

Texas

Senators 224-

Phil Gramm (R) 2934
fax: 228-2856
Kay Bailey Hutchison (R) 5922
fax: 224-0776

Representatives 225-

Jim Chapman (D-1st) 3035
fax: 225-7265
Charles Wilson (D-2nd) 2401
fax: 225-1764
Sam Johnson (R-3rd) 4201
fax: 225-1485
Ralph M. Hall (D-4th) 6673
fax: 225-3332
John Bryant (D-5th) 2231
fax: 225-0327
Joe Barton (R-6th) 2002
fax: 225-3052
Bill Archer (R-7th) 2571
fax: 225-4381
Jack Fields (R-8th) 4901
fax: 225-2772
Steve Stockman (R-9th) 6565
fax:
Lloyd Doggett (D-10th) 4865
fax: 225-3073
Chet Edwards (D-11th) 6105
fax: 225-0350
Pete Geren (D-12th) 5071
fax: 225-2786
William "Mac"
Thornberry (R-13th) 3706
fax: 225-3486
Greg Laughlin (D-14th) 2831
fax: 225-1108
E "Kika" de la Garza (D-15th) 2531
fax: 225-2534
Ronald D. Coleman (D-16th) ... 4831
fax: 225-4825
Charles W. Stenholm (D-17th) 6605
fax: 225-2234
Sheila Jackson Lee (D-18th) 3816
fax: 225-3317
Larry Combest (R-19th) 4005
fax: 225-9615
Henry B. Gonzalez (D-20th) 3236
fax: 225-1915
Lamar S. Smith (R-21st) 4236
fax: 225-8628
Tom DeLay (R-22nd) 5951
fax: 225-5241
Henry Bonilla (R-23rd) 4511
fax: 225-2237
Martin Frost (D-24th) 3605
fax: 225-4951
Ken Bentsen (D-25th) 7508
fax: 225-7492
Richard K. Armey (R-26th) 7772
fax: 225-7614

Solomon P. Ortiz (D-27th) 7742
fax: 226-1134
Frank Tejeda (D-28th) 1640
fax: 225-1641
Gene Green (D-29th) 1688
fax: 225-9903
Eddie Bernice Johnson (D-30th) ... 8885
fax: 226-1477

Utah

Senators 224-

Orrin G. Hatch (R) 5251
fax: 224-6331
Robert Bennett (R) 5444
fax: 224-6717

Representatives 225-

James V. Hansen (R-1st) 0453
fax: 225-5857
Enid Greene
Waldholtz (R-2nd) 3011
fax: 225-3491
William H. Orton (D-3rd) 7751
fax: 226-7683

Vermont

Senators 224-

Patrick J. Leahy (D) 4242
fax: 224-3595
Jim M. Jeffords (R) 5141
fax: 228-0338

Representative 225-

Bernard Sanders (I-At Large) .. 4115
fax: 225-6790

Virginia

Senators 224-

John W. Warner (R) 2023
fax: 224-6079
Charles S. Robb (D) 4024
fax: 224-8689

Representatives 225-

Herbert H. Bateman (R-1st) 4261
fax: 225-4382
Owen B. Pickett (D-2nd) 4215
fax: 225-4218
Robert C. Scott (D-3rd) 8351
fax: 225-8354
Norman Sisisky (D-4th) 6365
fax: 226-1170
Lewis F. Payne, Jr. (D-5th) 4711
fax: 226-1147
Bob Goodlatte (R-6th) 5431
fax: 225-9681
Thomas J. Bliley, Jr. (R-7th) 2815
fax: 225-0011
James P. Moran (D-8th) 4376
fax: 225-0017
Rick Boucher (D-9th) 3861
fax: 225-0442
Frank R. Wolf (R-10th) 5136
fax: 225-0437
Thomas M. Davis III (R-11th) .. 1492
fax: 225-3071

Washington

Senators 224-

Slade Gorton (R) 3441
fax: 224-9393
Patty Murray (D) 2621
fax: 224-0238

Representatives 225-

Rick White (R-1st) 6311
fax: 225-3524
Jack Metcalf (R-2nd) 2605
fax: 225-4420
Linda Smith (R-3rd) 3536
fax: 225-3478
Richard "Doc" Hastings (R-4th) 5816
fax: 226-3251
George Nethercutt (R-5th) 2006
fax: 225-3392
Norman D. Dicks (D-6th) 5916
fax: 226-1176
Jim McDermott (D-7th) 3106
fax:
Jennifer Dunn (R-8th) 7761
fax: 225-8673
Randy Tate (R-9th) 8901
fax:

West Virginia

Senators 224-

Robert C. Byrd (D) 3954
fax: 228-0002
Jay Rockefeller (D) 6472
fax: 224-7665

Representatives 225-

Alan B. Mollohan (D-1st) 4172
fax: 225-7564
Robert E. Wise, Jr. (D-2nd) 2711
fax: 225-7856
Nick Joe Rahall II (D-3rd) 3452
fax: 225-9061

Wisconsin

Senators 224-

Herbert H. Kohl (D) 5653
fax: 224-9787
Russ Feingold (D) 5323
fax: 224-2725

Representatives 225-

Mark Neumann (R-1st) 3031
fax: 225-3393
Scott Klug (R-2nd) 2906
fax: 225-6942
Steve Gunderson (R-3rd) 5506
fax: 225-6195
Gerald D. Kleczka (D-4th) 4572
fax: 225-8135
Thomas Barrett (D-5th) 3571
fax: 225-2185
Thomas E. Petri (R-6th) 2476
fax: 225-2356
David R. Obey (D-7th) 3365
fax

Toby Roth (R-8th) 5665
fax: 225-0087
F. James
Sensenbrenner, Jr. (R-9th) 5101
fax: 225-3190

Wyoming

Senators 224-

Alan K. Simpson (R) 3424
fax: 224-1315
Craig Thomas (R) 6441
fax: 224-3230

Representative 225-

Barbara Cubin (R-At Large) 2311
fax: 225-3057

American Samoa

Delegate 225-
Eni F.H. Faleomavaega (D) 8577
fax: 225-8757

District of Columbia

Delegate 225-
Eleanor Holmes Norton (D) 8050
fax: 225-3002

Guam

Delegate 225-
Robert Underwood (D) 1188
fax: 226-0341

Puerto Rico

Resident Commissioner .. 225-
Carlos Romero-Barcelo (D) 2615
fax: 225-2154

Virgin Islands

Delegate 225-
Victor Frazer (I) 1790
fax 225-3171

Senate Committees 104th Congress

Agriculture, Nutrition & Forestry
Phone: (202) 224-2035 — Room: SR-328A

Republicans

Richard Lugar ..... IN
Chair
Robert Dole ..... KS
Jesse Helms ..... NC
Thad Cochran ..... MS
Mitch McConnell ..... KY
Larry Craig ..... ID
Paul Coverdell ..... GA
Rick Santorum ..... PA
John Warner ..... VA

Democrats

Patrick Leahy ..... VT
David Pryor ..... AR
Howell Heflin ..... AL
Tom Harkin ..... IA
Kent Conrad ..... ND
Thomas Daschle ..... SD
Max Baucus ..... MT
Bob Kerrey ..... NE

Subcommittees
Forestry, Conservation & Rural Revitalization
Marketing, Inspection and Product Promotion
Production and Price Competitiveness
Research, Nutrition and General Legislation

Appropriations
Phone: (202) 224-3471 — Room: S-128 Capitol

Republicans

Mark Hatfield ..... OR
Chair
Ted Stevens ..... AK
Thad Cochran ..... MS
Arlen Specter ..... PA
Pete Domenici ..... NM
Phil Gramm ..... TX
Christopher Bond ..... MO
Slade Gorton ..... WA
Mitch McConnell ..... KY
Connie Mack ..... FL
Conrad Burns ..... MT
Richard Shelby ..... AL
James Jeffords ..... VT
Judd Gregg ..... NH
Robert Bennett ..... UT

Democrats

Robert Byrd ..... WV
Daniel Inouye ..... HI
Ernest Hollings ..... SC
J. Bennett Johnston ..... LA
Patrick Leahy ..... VT
Dale Bumpers ..... AR
Frank Lautenberg ..... NJ
Tom Harkin ..... IA
Barbara Mikulski ..... MD
Harry Reid ..... NV
Bob Kerrey ..... NE
Herb Kohl ..... WI
Patty Murray ..... WA

Subcommittees
Agriculture, Rural Development and Related Agencies
Commerce, Justice, State and Judiciary
Defense
District of Columbia
Energy and Water Development
Foreign Operations
Interior
Labor, Health & Human Services, Education
Legislative Branch
Military Construction
Transportation
Treasury, Postal Service, General Government
VA-HUD-Independent Agencies

Armed Services
Phone: (202) 224-3871 — Room: SR-228

Republicans

Strom Thurmond ..... SC
Chair
John Warner ..... VA
William Cohen ..... ME
John McCain ..... AZ
Trent Lott ..... MS
Dan Coats ..... IN
Robert Smith ..... NH
Dirk Kempthorne ..... ID
Kay Bailey Hutchison ..... TX
James Inhofe ..... OK
Rick Santorum ..... PA

Democrats

Sam Nunn ..... GA
J. James Exon ..... NE
Carl Levin ..... MI
Edward Kennedy ..... MA
Jeff Bingaman ..... NM
John Glenn ..... OH
Robert Byrd ..... WV
Charles Robb ..... VA
Joseph Lieberman ..... CT
Richard Bryan ..... NV

Subcommittees
Air-Land Forces
Aquisitions & Technology
Personnel
Readiness
Sea Power
Strategic Forces

Banking, Housing & Urban Affairs
Phone: (202) 224-7391
— Room: SD-534

Republicans

Alfonse D'Amato ..... NY
Chair
Phil Gramm ..... TX
Richard Shelby ..... AL
Christopher Bond ..... MO
Connie Mack ..... FL
Lauch Faircloth ..... NC
Robert Bennett ..... UT
Rod Grams ..... MN
Bill Frist ..... TN

Democrats

Paul Sarbanes ..... MD
Christopher Dodd ..... CT
John Kerry ..... MA
Richard Bryan ..... NV
Barbara Boxer ..... CA
Carol Moseley-Braun IL
Patty Murray ..... WA

Subcommittees
Financial Institutions and Regulatory Relief
Housing Opportunity and Community Development
HUD Oversight and Structure
International Finance
Securities

Budget
Phone: (202) 224-0642
— Room: SD-621

Republicans

Pete Domenici ..... NM
Chair
Charles Grassley ..... IA
Don Nickles ..... OK
Phil Gramm ..... TX
Christopher Bond ..... MO
Trent Lott ..... MS
Hank Brown ..... CO
Slade Gorton ..... WA
Judd Gregg ..... NH
Olympia Snowe ..... ME
Spencer Abraham ..... MI
Bill Frist ..... TN

Democrats

J. James Exon ..... NE
Ernest Hollings ..... SC
J. Bennett Johnston ..... LA
Frank Lautenberg ..... NJ
Paul Simon IL
Kent Conrad ..... ND
Christopher Dodd ..... CT
Paul Sarbanes ..... MD
Barbara Boxer ..... CA
Patty Murray ..... WA

Commerce, Science & Transportation
Phone: (202) 224-5115
— Room: SD-508

Republicans

Larry Pressler ..... SD
Chair
Bob Packwood ..... OR
Ted Stevens ..... AK
John McCain ..... AZ
Conrad Burns ..... MT
Slade Gorton ..... WA
Trent Lott ..... MS
Kay Bailey Hutchison ..... TX
Olympia Snowe ..... ME
John Ashcroft ..... MO

Democrats

Ernest Hollings ..... SC
Daniel Inouye ..... HI
Wendell Ford ..... KY
J. James Exon ..... NE
Jay Rockefeller ..... WV
John Kerry ..... MA
John Breaux ..... LA
Richard Bryan ..... NV
Byron Dorgan ..... ND

Subcommittees
Aviation
Communications
Consumer Affairs, Foreign Commerce and Tourism
Oceans and Fisheries
Science, Technology and Space
Surface Transportation and Merchant Marines

Energy & Natural Resources
Phone: (202) 224-4971
— Room: SD-364

Republicans

Frank Murkowski ..... AK
Chair
Mark Hatfield ..... OR
Pete Domenici ..... NM
Don Nickles ..... OK
Larry Craig ..... ID
Craig Thomas ..... WY
Jon Kyl ..... AZ
Rod Grams ..... MN
James Jeffords ..... VT
Conrad Burns ..... MT

Democrats

J. Bennett Johnston ..... LA
Dale Bumpers ..... AR
Wendell Ford ..... KY
Bill Bradley ..... NJ
Jeff Bingaman ..... NM
Daniel Akaka ..... HI
Paul Wellstone ..... MN
Ben Nighthorse Campbell..CO

Subcommittees
Energy Production and Regulation
Energy Research & Development
Forests and Public Land Management
Parks, Historic Preservation and Recreation

Environment & Public Works
Phone: (202) 224-8832
— Room: SD-410

Republicans

John Chafee ..... RI
Chair
John Warner ..... VA
Robert Smith ..... NH
Lauch Faircloth ..... NC
Dirk Kempthorne ..... ID
James Inhofe ..... OK
Craig Thomas ..... WY
Mitch McConnell ..... KY
Christopher Bond ..... MO

Democrats

Max Baucus ..... MT
Daniel P. Moynihan ..... NY
Frank Lautenberg ..... NJ
Harry Reid ..... NV
Bob Graham ..... FL
Joe Lieberman ..... CT
Barbara Boxer ..... CA

Subcommittees
Clean Air, Wetlands, Private Property, and Nuclear Safety
Drinking Water, Fisheries and Wildlife
Superfund, Waste Control, and Risk Assessment
Transportation and Infrastructure

Finance Committee
Phone: (202) 224-4515
— Room: SD-205

Republicans

Bob Packwood ..... OR
Chair
Robert Dole ..... KS
William Roth ..... DE
John Chafee ..... RI
Charles Grassley ..... IA
Orrin Hatch ..... UT
Alan Simpson ..... WY
Larry Pressler ..... SD
Alfonse D'Amato ..... NY
Frank Murkowski ..... AK
Don Nickles ..... OK

Democrats

Daniel P. Moynihan ..... NY
Max Baucus ..... MT
Bill Bradley ..... NJ
David Pryor ..... AR
Jay Rockefeller ..... WV
John Breaux ..... LA
Kent Conrad ..... ND
Bob Graham ..... FL
Carol Moseley-Braun IL

Subcommittees
International Trade
Long-Term Growth, Debt and Deficit Reduction
Medicaid and Health Care for Low Income Families
Medicare, Long-Term Care and Health Insurance
Social Security and Family Policy
Taxation and IRS Oversight

Foreign Relations
Phone: (202) 224-4651
— Room: SD-450

Republicans

Jesse Helms ..... NC
Chair
Richard Lugar ..... IN
Nancy Kassebaum ..... KS
Hank Brown ..... CO
Paul Coverdell ..... GA
Olympia Snowe ..... ME
Fred Thompson ..... TN
Craig Thomas ..... WY
Rod Grams ..... MN
John Ashcroft ..... MO

Democrats

Claiborne Pell ..... RI
Joseph Biden ..... DE
Paul Sarbanes ..... MD
Christopher Dodd ..... CT
John Kerry ..... MA
Charles Robb ..... VA
Russ Feingold ..... WI
Dianne Feinstein ..... CA

Subcommittees
African Affairs
East Asian and Pacific Affairs
European Affairs
International Economic Policy, Export and Trade Promotion
International Operations
Near Eastern and South Asian Affairs
Western Hemisphere and Peace Corps Affairs

Governmental Affairs
Phone: (202) 224-4751
— Room: SD-340

Republicans

William Roth ..... DE
Chair
Ted Stevens ..... AK
William Cohen ..... ME
Fred Thompson ..... TN
Thad Cochran ..... MS
Charles Grassley ..... IA
John McCain ..... AZ
Robert Smith ..... NH

Democrats

John Glenn ..... OH
Sam Nunn ..... GA
Carl Levin ..... MI
David Pryor ..... AR
Joseph Lieberman ..... CT
Daniel Akaka ..... HI
Byron Dorgan ..... ND

Subcommittees

Oversight of Government Management and the District of Columbia
Permanent Subcommittee on Investigations
Post Office and Civil Service
Constitution, Federalism and Property Rights
Immigration
Terrorism, Technology and Government Information
Youth Violence

Judiciary
Phone: (202) 224-5225
— Room: SD-224

Republicans

Orrin Hatch ..... UT
Chair
Strom Thurmond ..... SC
Alan Simpson ..... WY
Charles Grassley ..... IA
Arlen Specter ..... PA
Hank Brown ..... CO
Fred Thompson ..... TN
Jon Kyl ..... AZ
Mike DeWine ..... OH
Spencer Abraham ..... MI

Democrats

Joseph Biden ..... DE
Edward Kennedy ..... MA
Patrick Leahy ..... VT
Howell Heflin ..... AL
Paul Simon IL
Herbert Kohl ..... WI
Dianne Feinstein ..... CA
Russ Feingold ..... WI

Subcommittees

Administrative Oversight and the Courts
Antitrust, Business Rights and Competition

Labor & Human Resources
Phone: (202) 224-5375
— Room: SD-428

Republicans

Nancy Kassebaum ..... KS
Chair
James Jeffords ..... VT
Dan Coats ..... IN
Judd Gregg ..... NH
Bill Frist ..... TN
Mike DeWine ..... OH
John Ashcroft ..... MO
Spencer Abraham ..... MI
Slade Gorton ..... WA

Democrats

Edward Kennedy ..... MA
Claiborne Pell ..... RI
Christopher Dodd ..... CT
Paul Simon IL
Tom Harkin ..... IA
Barbara Mikulski ..... MD
Paul Wellstone ..... MN

Subcommittees

Aging
Children & Families
Disability Policy
Education, Arts and Humanities

Rules & Administration
Phone: (202) 224-6352
— Room: SR-305

Republicans

Ted Stevens ..... AK
Chair
Mark Hatfield ..... OR
Jesse Helms ..... NC
John Warner ..... VA
Robert Dole ..... KS
Mitch McConnell ..... KY
Thad Cochran ..... MS
Rick Santorum ..... PA
Don Nickles ..... OK

Democrats

Wendell Ford ..... KY
Claiborne Pell ..... RI
Robert Byrd ..... WV
Daniel Inouye ..... HI
Daniel P. Moynihan ..... NY
Christopher Dodd ..... CT
Dianne Feinstein ..... CA

Small Business
Phone: (202) 224-5175
— Room: SR-428A

Republicans

Christopher Bond	MO
Chair	
Larry Pressler	SD
Conrad Burns	MT
Paul Coverdell	GA
Dirk Kempthorne	ID
Robert Bennett	UT
Kay Bailey Hutchison	TX
John Warner	VA
Bill Frist	TN
Olympia Snowe	ME

Democrats

Dale Bumpers	AR
Sam Nunn	GA
Carl Levin	MI
Tom Harkin	IA
John Kerry	MA
Joseph Lieberman	CT
Paul Wellstone	MN
Howell Heflin	AL
Frank Lautenberg	NJ

Veterans' Affairs
Phone: (202) 224-9126
— Room: SR-414

Republicans

Alan Simpson	WY
Chair	
Strom Thurmond	SC
Frank Murkowski	AK
Arlen Specter	PA
James Jeffords	VT
Hank Brown	CO
Larry E. Craig	ID

Democrats

Jay Rockefeller	WV
Bob Graham	FL
Daniel Akaka	HI
Ben Nighthorse Campbell	CO
Byron Dorgan	ND

Select Committee on Ethics
Phone: (202) 224-2981
— Room: SH-220

Select Committee on Indian Affairs
Phone: (202) 224-2251
— Room: SH-838

Select Committee on Intelligence
Phone: (202) 224-1700
— Room: SH-211

Special Committee on Aging
Phone: (202) 224-5364
— Room: SD-G31

Joint Economic Committee
Phone: (202) 224-5171
— Room: SD-G01

Joint Committee on Printing
Phone: (202) 224-5241
— Room: SH-818

Joint Committee on Taxation
Phone: (202) 225-3621
— Room: 1015 LHOB

House Committees 104th Congress

House Agriculture
Phone: (202) 225-2171
— Room: 1301 LHOB

Republicans

Pat Roberts 1st-KS
Chair
Bill Emerson 8th-MO
Steve Gunderson 3rd-WI
Larry Combest 19th-TX
Wayne Allard 4th-CO
Bill Barrett 3rd-NE
John Boehner 8th-OH
Thomas Ewing 15th-IL
John Doolittle 4th-CA
Bob Goodlatte 6th-VA
Richard Pombo 11th-CA
Charles Canady 12th-FL
Nick Smith 7th-MI
Terry Everett 2nd-AL
Frank Lucas 6th-OK
Ron Lewis 2nd-KY
Richard Baker 6th-LA
Michael Crapo 2nd-ID
Ken Calvert 43rd-CA
Helen Chenoweth 1st-ID
John Hostettler 8th-IN
Ed Bryant 7th-TN
Tom Latham 5th-IA
Wes Cooley 2nd-OR
Mark Foley 16th-FL
Saxby Chambliss 8th-GA
Ray LaHood 18th-IL

Democrats

E (Kika) de la Garza . 15th-TX
George Brown, Jr.... 42nd-CA
Charlie Rose III 7th-NC
Charles Stenholm 17th-TX
Harold Volkmer 9th-MO
Tim Johnson ..... At Large-SD
Gary Condit 18th-CA
Collin Peterson 7th-MN
Calvin Dooley 20th-CA
Eva Clayton 1st-NC
David Minge 2nd-MN
Earl Hilliard 7th-AL
Earl Pomeroy .... At Large-ND
Tim Holden 6th-PA
Cynthia McKinney .. 11th-GA
Scotty Baesler 6th-KY
Karen Thurman 5th-FL
Sanford Bishop 2nd-GA
Bennie Thompson 2nd-MS
Sam Farr 17th-CA
Ed Pastor 2nd-AZ
John Baldacci 2nd-ME

Subcommittees
Department Operations, Nutrition and Foreign Agriculture
General Farm Commodities
Livestock, Dairy, and Poultry
Resource Conservation, Research, and Forestry
Risk Management & Specialty Crops

Appropriations
Phone: (202) 225-2771
— Room: H-218 Capitol

Republicans

Bob Livingston 1st-LA
Chair
Joseph McDade 10th-PA
John Myers 7th-IN
C.W. "Bill" Young ... 10th-FL
Ralph Regula 16th-OH
Jerry Lewis 40th-CA
John Edward Porter ... 10th-IL
Harold Rogers 5th-KY
Joe Skeen 2nd-NM
Frank Wolf 10th-VA
Tom DeLay 22nd-TX
Jim Kolbe 5th-AZ
Barbara Vucanovich . 2nd-NV
Jim Lightfoot 3rd-IA
Ron Packard 48th-CA
Sonny Callahan 1st-AL
James Walsh 25th-NY
Charles Taylor 11th-NC
David Hobson 7th-OH
Ernest Jim Istook 5th-OK
Henry Bonilla 23rd-TX
Joseph Knollenberg .. 11th-MI
Dan Miller 13th-FL
Jay Dickey 4th-AR
Jack Kingston 1st-GA
Frank Riggs 1st-CA
Rodney Frelinghuysen .. 11th-NJ
Roger Wicker 1st-MS
Michael Forbes 1st-NY
George Nethercutt 5th-WA
Jim Bunn 5th-OR
Mark Neumann 1st-WI

Democrats

David Obey 7th-WI
Sidney Yates 9th-IL
Louis Stokes 11th-OH
Tom Bevill 4th-AL
John Murtha 12th-PA
Charles Wilson 2nd-TX
Norman Dicks 6th-WA
Martin Olav Sabo 5th-MN
Julian Dixon 32nd-CA
Vic Fazio 3rd-CA
W.G. (Bill) Hefner 8th-NC
Steny Hoyer 5th-MD
Richard Durbin 20th-IL
Ronald Coleman 16th-TX
Alan Mollohan 1st-WV
Jim Chapman 1st-TX
Marcy Kaptur 9th-OH
David Skaggs 2nd-CO
Nancy Pelosi 8th-CA
Peter Visclosky 1st-IN
Thomas Foglietta 1st-PA
Esteban Torres 34th-CA
Nita Lowey 18th-NY
Ray Thornton 2nd-AR

Subcommittees
Agriculture
Commerce
District of Columbia
Energy and Water
Foreign Operations
Interior
Labor, Health and Human Services and Education
Legislation
Military Construction
National Security
Transportation
Treasury
VA-HUD

Banking & Financial Services
Phone: (202) 225-7502 — Room: 2129 RHOB

Republicans

Jim Leach 1st-IA
Chair
Bill McCollum 8th-FL
Marge Roukema 5th-NJ
Doug Bereuter 1st-NE
Toby Roth 8th-WI
Richard H. Baker 6th-LA
Rick Lazio 2nd-NY
Spencer Bachus 6th-AL
Michael Castle .. At Large-DE
Peter King 3rd-NY
Edward Royce 39th-CA
Frank D. Lucas 6th-OK
Jerry Weller 11th-IL
J.D. Hayworth 6th-AZ
Jack Metcalf 2nd-WA
Sonny Bono 44th-CA
Bob Ney 18th-OH
Robert Ehrlich, Jr. 2nd-MD
Bob Barr 7th-GA
Dick Chrysler 8th-MI
Frank A. Cremeans 6th-OH
Jon D. Fox 13th-PA
Fred Heineman 4th-NC
Steve Stockman 9th-TX
Frank A. LoBiondo 2nd-NJ
J.C. Watts 4th-OK
Sue W. Kelly 19th-NY

Democrats

Henry B. Gonzalez ... 20th-TX
John J. LaFalce 29th-NY
Bruce F. Vento 4th-MN
Charles E. Schumer ... 9th-NY
Barney Frank 4th-MA
Paul E. Kanjorski 11th-PA
Joseph P. Kennedy II 8th-MA
Floyd H. Flake 6th-NY
Kweisi Mfume 7th-MD
Maxine Waters 35th-CA
William H. Orton 3rd-UT
Carolyn Maloney 14th-NY
Luis Gutierrez 4th-IL
Lucille Roybal-Allard .. 33rd-CA
Thomas Barrett 5th-WI
Nydia Velazquez 12th-NY
Albert Wynn 4th-MD
Cleo Fields 4th-LA
Melvin Watt 12th-NC
Maurice Hinchey 26th-NY
Gary L. Ackerman 5th-NY
Ken Bentsen 25th-TX

Subcommittees
Capital Markets, Securities and Government Sponsered Enterprises
Domestic and International Monetary Policy
Financial Institutions and Consumer Credit
General Oversight & Investigations
Housing & Community Opportunity

Budget
Phone: (202) 226-7270 — Room: 214 OHOB

Republicans

John R. Kasich 12th-OH
Chair
David Hobson 7th-OH
Robert S. Walker 16th-PA
Jim Kolbe 5th-AZ
Christopher Shays 4th-CT
Wally Herger 2nd-CA
Jim Bunning 4th-KY
Lamar S. Smith 21st-TX
Wayne Allard 4th-CO
Dan Miller 13th-FL
Rick Lazio 2nd-NY
Bob Franks 7th-NJ
Nick Smith 7th-MI
Bob Inglis 4th-SC
Martin Hoke 10th-OH
Susan V. Molinari 13th-NY
Jim Nussle 2nd-IA
Peter Hoekstra 2nd-MI
Steve Largent 1st-OK
Sue Myrick 9th-NC
Sam Brownback 2nd-KS
John Shadegg 4th-AZ
George P. Radanovich .. 19th-CA
Charles Bass 2nd-NH

Democrats

Martin Olav Sabo 5th-MN
Charles W. Stenholm 17th-TX
Louise McIntosh Slaughter 28th-NY
Mike Parker 4th-MS
William J. Coyne 14th-PA
Alan B. Mollohan 1st-WV
Jerry F. Costello 12th-IL
Harry Johnston II 19th-FL
Patsy Mink 2nd-HI
William H. Orton 3rd-UT
Earl Pomeroy .... At Large-ND
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Health and Environment
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Employer/Employee Relations
Oversight and Investigations
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Ken Calvert 43rd-CA
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Zach Wamp 3rd-TN
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Technology

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